

Farnsworth Public Library
Meeting Minutes
for
May 28, 2024

1. **Meeting called to order** by Kitty Werner, President, at 4:05 PM

2. **Roll Call**

Trustees Present:

Dee Donlevy, Debi Schroeder, Wendy Spice, Kitty Werner, Bonnie Wusterbarth and Director Amy Peterson

Trustees Absent:

Kevin Huggett, Mary Grace Murphy, Mike Werner, Ron Rausher

3. **Approval of Agenda**

M/S/C W. Spice/ B. Wusterbarth to approve the agenda for today's meeting.

4. **Approve April 23, 2024, Board Meeting Minutes**

M/S/C B. Wusterbarth/ W. Spice to approve the April 23, 2024, meeting minutes

5. **Bills and Expenditures**

a. **Bills Submitted for April 30 and May 17, 2024**

Kitty recommends the documents are to be treated as information.

b. **YTD Income & Expenditures**

The 2024 YTD documents are to be treated as information.

6. **Director's Report**

Amy Peterson, Library Director reported to the Board of Trustees...

What the library worked on since last Board meeting:

1. We have a volunteer working 2 days a week for 2 hours each day from the Forward Service Corporation. She is currently scanning all of 3rd and 4th floor items to make sure they are all attached to a record in the computer system. Forward Service is a program that helps people find jobs and while they are looking, looks for places they can work to build their skills.
2. We have foam building pieces on loan from the Children's museum since mid-March. We are still checking-out day passes to the museum. This is all funded with a grant from Bond Foundation, that the museum applied for.
3. Strategic plan process- working with WILs still, hoping to be done by July
4. 3rd grade class visit end of April- they did a tour, read some books, and got a coin for the new vending machine
5. 3-7th grade classes visited on 5/9, we did a tour, talked about books for summer and library

apps

6. Summer school classes June 10-21. I am teaching 1 class and Amanda is teaching another. Other events for summer include: Craft tables at Tunes on Tuesdays, 3 classes with Children's Museum (one during summer school), 2 survival/fire making classes, Dinosaur Dimensions visit in August, table at National Night Out, Bingo games, Dog visits, movies, teen crafts, adult crafts, and book clubs
7. Much of time over the last month has been spent on Oconto County Library planning.

Building & Grounds:

1. 2 trees on front lawn were removed by the city
2. New sidewalk was poured week of 5/13
3. New DVD shelves were installed in old book cases on Level 3 – so now the shelving matches on both sides of the room. It also created more space for DVDs.
4. Vans Fire and Safety came on 5/2 for annual fire extinguisher check
5. Quarterly inspection of elevator was completed, and all is in working order

Coming up:

1. Updating all library policies

7. Committee Reports

a. Administrative/Personnel

Nothing at this time

b. Building / Grounds

Nothing at this time

c. Finance

Nothing at this time

8. Correspondence

- a. Ron Rauscher was reappointed by the County Board on 5/23/2024 for another 3-year term.

9. Public Input

Anyone wishing to address the board must state their full name and address.

Public input is limited to 5 minutes per person and personnel issues may not be discussed (nor individuals named). The Board may not take action on any item raised during the public input period, that is not already on the agenda for such a purpose.

The board's role is to listen to comments and not respond to or discuss the issues raised.

10. Discussion/action/recommendation on the following:

a. Recurring

i. Friends Happenings

The Friends met on Wednesday, May 8th. The group will not meet again until September 11, 2024 at 6 PM. Amy reported on the events for April and May and

upcoming Summer events. Current Officers were unanimously reelected.

The Friends decided again to have the Book Sale open during the Harvest Fest.

Set up will take place on Wednesday, September 25th.

Preview for members of the Friends will be on Friday, September 27th from 4 to 5 PM.

The Book Sale will open to the public on Saturday, September 28th, from 9 AM to 3 PM, at the same hours Main Street is closed for Harvest Fest.

b. Old Business

i. Oconto County Library Planning Committee update

The Oconto County Library Service Board met on May 1, 2024 at 2 PM at the Gillett Community Center. This group meets every two months.

The OCLSB Planning Committee met May 14th at 1 PM in the County Board of Supervisors Room. The Library Directors reported on their work for allocation of funding. They presented three options. A motion was made to accept Option C. The Committee will meet on June 11th at 1 PM to complete a draft for the new 2025-2029 Library Service Plan to be presented to the County Administration Committee on June 13th.

ii. Front Door Replacement

The library is waiting for parts before the entrance door can be installed.

c. New Business

i. Stump Removal Estimates

M/S/C D. Schroeder/W. Spice to have Amy contact Metco Services for the removal of two softwood stumps in front of the library for the cost of \$250.00

ii. Tree Planting

Discussion held, idea and tabled.

11. Trustee Training/Education

Nothing to report

12. Adjournment

Adjournment took place at 4:36 PM, M/S/C B. Wusterbarth/ W. Spice

Minutes respectfully submitted by secretary, Debi Schroeder

Next Meeting: Tuesday, June 25, at 4:00 PM